

DELHI DEVELOPMENT AUTHORITY
E.M.'S OFFICE

No. EM 1(10)2009/Cir.(Parks)/ 829

Dated: 20/4/09

CIRCULAR No. 635


Sub: Maintenance of Civil/Electrical works in Parks & Greens under the jurisdiction of Horticulture Wing, DDA.

To avoid the delay in the maintenance of petty repairs to upkeep the parks and greens of Horticulture Wing of DDA, it has been decided that for day to day maintenance of Civil & Electrical works by Assistant Engineer (Civil & Electrical) at various parks under the jurisdiction of Horticulture Wing as mentioned in Annexure-I are allowed as under:

1. **Electrical Works:** Rs.1 Lac as the tendered amount for individual works subject to ceiling of Rs.25 Lacs per annum per Director (Hort.).
2. **Civil Works:** Rs.1 Lac of tendered amount for individual works subject to ceiling of Rs.50 Lacs per annum per Director (Hort.).

However, the capital works of Civil & Electrical shall be carried out by the respective Civil & Electrical Divisions i/c the payment to DISCOMS raised ON ACCOUNT OF BILLS ETC.

This issues with the approval of Vice-Chairman, DDA.


Chief Engineer(HQ)

Copy to:

1. Chief Engineer (QAC)
2. All Chief Engineers (HQ, CWG, SZ, DWK, RZ, NZ, EZ & Elect.)
3. Chief Vigilance Officer
4. Chief Architect
5. Chief Accounts Officer
6. Project Manager (Fly-overs)
7. Director (MM), Director (PR), Director (LS), Director (Sports) & Director (Works)
8. Director (Hort.)-South & North
9. Dy. CAO (Plan)
10. All Assistant Engineers (Civil & Elect.) in Directorate of Horticulture, DDA.

Copy also forwarded to:

1. Sr. PS to VC for kind information of the latter
2. Sr. PS to EM for kind information of the latter
3. Sr. PS to FM for kind information of the latter


Director (Works)

ANNEXURE - I

Civil & Electrical works to be carried out in DDA Parks/Greens

Electrical Works:

1. Change of Electrical bulbs
2. Change of MCBs
3. Minor repairs of Electrical circuits
4. Minor repairs to Electrical Pumps/Motors

Civil Works:

1. Repair of boundary walls to check closer of unauthorized passages
2. Fixing of grills
3. Repair of bajri path
4. Repair of pacca path
5. Repair rain shelters
6. Repair of broken GI Pipes
7. Checking of leakages